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Office Memorandum • UNITED STATES GOVERNMENT

TO : Acting Director of Training

DATE: 5 February 1959

25X1 FROM : Chief, Plans and Policy Staff

SUBJECT: Weekly Activity Report #5

25X1

2. Suggestions and Awards

The Suggestion Awards Committee referred a newly received suggestion for review and comment. The suggestion once again proposes that the Office of Training establish correspondence courses in which both domestic and overseas personnel may enroll in courses designed to meet the needs of employees who have had limited training in intelligence activities. A reply was returned to the Suggestion Awards Committee informing the Committee that the Office of Training could not establish such a program within the present personnel and budgetary limitations. Our reply further recommended that this suggestion be forwarded for information and comment to the DD/P Training Officer.

3. Global War Plan

Reviewed draft Annex F, Operational Records and Pouch Communications, to Global War Plan, dated 14 January 1959. We feel that there should be an additional paragraph added to this Annex to read somewhat as follows:

RID will determine the training requirements in terms of numbers and skills required to staff the wartime organization and place such requirements on the Office of Training for fulfillment.

With the addition of the above paragraph, OTR concurs in the draft. Reply was forwarded to SPA-DD/S.

25 YEAR RE-REVIEW

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4. ELINT Training

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DDI
The ELINT Training Subcommittee intends to include a request for five additional JOT slots in the memorandum to be forwarded for General Cabell's approval. The memorandum will also request that [] be allocated to OTR, this being a budget estimate of \$6,000 per individual for the five additional JOT's to be requested in the memorandum.

5. Scholarships

DDI
Prepared reply for ADD/S to AD/Ops/DDI on recommendations made by Professor Boyer, University of Pittsburgh, that the Agency establish scholarships. The reply stated that the Agency was not interested in establishing scholarships and that any authority for this program must come from the Department of Health, Education and Welfare.

6. Public Law 85-507

DDI
Discussed rewriting of training regulations in accordance with Public Law 85-507, Government Employees Training Act, with Mr. [] 25X1 of the Registrar's office. Also checked with George Carey of the General Counsel and he advised that exceptions to the act had not been received as yet.

7. Support Exhibit

DDI
At the request of Dr. [], procured promotion of the next Support Exhibit, which is to be held on 11 February from Mr. [], Executive Assistant to DD/S; Mr. [], Special Support 25X1 Assistant to DD/S; and Mr. [], Administrative Assistant 25X1 to DD/I. All stated that they would make an announcement concerning the forthcoming Support Exhibit and request attendance of employees of their various offices.

8. Personnel

25X1
Mr. [] is attending the Effective Writing Course during the period 3 February - 5 March.

25X1
C/PPS briefed members of the A & E Staff on his activities wh 25X1
Chief of Station []



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